

**Institute of Museum and Library Services**  
**2007 Annual Report to Congress on Implementation of Public Law 106-107**

**I. Overview**

- From September 1, 2006 through November 30, 2007 IMLS awarded a total of 12 programs:

Total all programs	\$235,347,000
Total Competitive	\$71,601,000
Total Formula	\$163,746,000

- IMLS was represented at the Grants Executive Board by the Chief Information Officer (CIO) or the designated Alternate. The E-Projects Officer participated in the Grants.Gov User Group meetings, as well as the Grants Policy Committee meetings when appropriate.

**II. Grants.gov**

- Grant announcements for all (100%) of the IMLS 2007 competitive grant programs were posted on Grants.gov. Nine announcements were posted in FY 2007, three others late in FY 2006. The formula program was not posted on Grants.gov, because it does not have an application requirement or process. Grant announcements were posted for six FY 2008 competitive programs by November 30<sup>th</sup>, with the remainder of the FY 2008 programs scheduled for posting by the end of the second quarter of FY 2008.
- All (100%) of the eleven competitive grant programs were available for electronic application via Grants.gov.
- Of the 1,410 applications IMLS received in 2007, 828 (58.7%) were received electronically through Grants.gov. Other than grant announcements made via the agency's Web site, IMLS did not use an announcement site or system.
- A total of 582 applications (41.3%) were received via paper submission. FY 2007 was a transition year in which IMLS required application via Grants.gov for three programs; it was optional in the others. In FY 2008 all applicants for all competitive programs are required to submit via Grants.gov.
- IMLS grant program staff participated in training demonstration to raise their awareness and understanding of how applicants deal with Grants.gov. Program staff responsible for downloading applications received instruction on the process and their responsibilities.
- By publishing its grant announcements on Grants.gov, IMLS saved \$800 in Federal Register costs.

- Outreach efforts to the museum and library grant communities included:
  - information sessions at conferences around the country.
  - scheduled conference calls with potential applicants in the weeks leading up to application deadlines.
  - E-mail notification to applicant pools about Grants.gov, including reminders about the need to register well in advance of the application deadline.
  - program staff were available to answer questions and provide information.
  - IMLS' monthly e-newsletter *Primary Source* provided information and alerts.
- All of IMLS' competitive announcements for the FY 2007 grant cycle were posted on Grants.gov.

### III. **Grants Management Line of Business (GMLoB)**

- Within the GMLoB, IMLS is a Migrating Agency.
- By requiring Grants.gov applications in three programs in 2007 and offering it as an option for the rest, IMLS needed to address its internal processes, with a focus on streamlining and simplifying them. Further streamlining will be done in FY 2008, when IMLS requires that all competitive grant program applications be submitted through Grants.gov.
- As a Migrating Agency, completed the mandated fit/gap analyses and the process for selecting a Consortia Lead Agency.
- As of Dec. 31, 2007, IMLS selected HHS' ACF as its consortia lead and is preparing the required MOU.
- GMLoB has been a catalyst for IMLS to undertake the necessary discussion, planning and investigation necessary for moving ahead with a migration to a Consortia Lead Agency's system(s). Under the lead of the CIO Office, agency management is coalescing around the needs and requirements for the migration.
- IMLS is not yet in a position to reduce or eliminate its grants management systems,

### IV. **Debarment and Suspension**

- IMLS anticipates removing the debarment and suspension sections from its regulations in the CFR and publishing a nonprocurement debarment-suspension in a new agency chapter in Subtitle B of 2 CFR by the end of FY 2008.

### V. **Agency Commitment to Future Involvement with Government-wide Grants Initiatives**

- Starting in FY 2008, all of the competitive grant program applications are required to be filed through Grants.gov.

- IMLS submitted its 2007 FADS data to FFATA in November 2007. The agency is in the process of developing FAADS PLUS data-generating capabilities and planning for the D&B verification process for grants. Planning is also underway for reporting contract information.